



# Voucher Specifications

## Tax Year 2023



Version 1.0 2023

**Indiana Department of Revenue**

The specifications below are required by the Indiana Department of Revenue (DOR) to submit vouchers for development and testing.

Form Name	Form Number	Tax Type Abbreviation	Voucher Type Codes in Scanline
Individual Estimated Income Tax	IT-40ES	IND	010
Corporate Adjusted Gross Income Tax	IT-6	COR	007
Composite Withholding Tax Payment Voucher	IT-6WTH	COR	016
Post Filing Coupons			
Corporation Tax	PFC	COR	037
Individual Income	PFC	IND	011

### **Scanline Definitions**

#### **IT-40ES Scanline Definition**

Scanline – This line consists of 39 numbers in OCR-A Extended or OCR- 12-point font located between .5 and 4.4 inches from the right-hand edge of the form and .5 in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKKGGVVVPPPPNNNNLLLLLLLLCC

Reference Number	Field Identifier	Description										
1	TT	<b>Constant of 08</b>										
2	KKKKKKKKKKKKKK	<b>Identification Number:</b> Social Security number (999999990000) (left-justified)										
3	GG	<b>Identification Number Type:</b> Value is 02										
4	VVV	<b>Form Type:</b> Individual Income Tax = 010										
5	PPPPP	<b>Tax Secondary / Locality ID:</b> IND – Voucher number based upon the number in the taxpayer information box. <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>Voucher Nbr</th> <th>Scanline Cd</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>00001</td> </tr> <tr> <td>2</td> <td>00002</td> </tr> <tr> <td>3</td> <td>00003</td> </tr> <tr> <td>4</td> <td>00004</td> </tr> </tbody> </table>	Voucher Nbr	Scanline Cd	1	00001	2	00002	3	00003	4	00004
Voucher Nbr	Scanline Cd											
1	00001											
2	00002											
3	00003											
4	00004											
6	NNNN	<b>NACTP Assigned Code</b>										
7	LLLLLLLL	<b>Return Period End Date:</b> (MMDDYYYY)										
8	CC	<b>Mod 11 Check Digit</b>										

#### **IT-6 Scanline Definition**

Scanline - This line consists of 39 numbers in OCR-A Extended or OCR-A 12-point font located between .5 inches in and 4.4 inches from the right-hand edge of the form and .5 inches in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKKGGVVVPPPPPNNNNLLLLLLLLLCC

Reference Number	Field Identifier	Description												
1	TT	<b>Constant of 08</b>												
2	KKKKKKKKKKKKKK	<b>Identification Number:</b> This is generally the taxpayer's federal ID number (999999990000)												
3	GG	<b>Identification Number Type:</b> Value is 03												
4	VVV	<b>Form Type:</b> Corporate Income Tax = 007												
5	PPPPP	<b>Tax Secondary / Locality ID:</b> COR – Voucher number based upon number in the taxpayer information box. <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>Voucher Nbr</th> <th>Scanline Cd</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>00001</td> </tr> <tr> <td>2</td> <td>00002</td> </tr> <tr> <td>3</td> <td>00003</td> </tr> <tr> <td>4</td> <td>00004</td> </tr> <tr> <td>Extension</td> <td>00005</td> </tr> </tbody> </table>	Voucher Nbr	Scanline Cd	1	00001	2	00002	3	00003	4	00004	Extension	00005
Voucher Nbr	Scanline Cd													
1	00001													
2	00002													
3	00003													
4	00004													
Extension	00005													
6	NNNN	<b>NACTP Assigned Code</b>												
7	LLLLLLLL	<b>Return Period End Date:</b> (MMDDYYYY)												
8	CC	<b>Mod 11 Check Digit</b>												

**IT-6WTH Scanline Definition**

Scanline - This line consists of 39 numbers in OCR-A Extended or OCR-A 12-point font located between .5 inches in and 4.4 inches from the right-hand edge of the form and .5 inches in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKKGGVVVPPPPPNNNNLLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	<b>Constant of 08</b>
2	KKKKKKKKKKKKKK	<b>Identification Number:</b> This is generally the taxpayer's federal ID number (999999990000)
3	GG	<b>Identification Number Type:</b> Value is 03
4	VVV	<b>Form Type:</b> Composite Income Tax = 016
5	PPPPP	<b>Tax Secondary / Locality ID:</b> Default to 00000 (zeros) for this tax type.
6	NNNN	<b>NACTP Assigned Code</b>
7	LLLLLLLL	<b>Return Period End Date:</b> (MMDDYYYY)
8	CC	<b>Mod 11 Check Digit</b>

**Business Post Filing (PFC) Scanline Definition**

Scanline - This line consists of 35 numbers in OCR-A Extended or OCR-A 12-point font located between .5 and 4 inches from the right-hand edge of the form and .5 in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKKGGJJJJVVLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	<b>Constant of 06</b>
2	KKKKKKKKKKKKKK	<b>Identification Number:</b> This is generally the taxpayer’s federal ID number (999999990000)
3	GG	<b>Identification Number Type:</b> Value is 03
4	JJJJ	<b>Tax Secondary / Locality ID:</b> Default to 00000 (zeros) for this tax type.
5	VVV	<b>Form Type:</b> Business Income Tax = 037
6	LLLLLLLL	<b>Return Period End Date:</b> (MMDDYYYY)
7	CC	<b>Mod 11 Check Digit</b>

**Individual Post Filing (PFC) Scanline Definition**

Scanline - This line consists of 35 numbers in OCR-A Extended or OCR-A 12-point font located between .5 and 4 inches from the right-hand edge of the form and .5 in from the bottom and shall be formatted as follows:

TTKKKKKKKKKKKKKKGGJJJJVVLLLLLLLLCC

Reference Number	Field Identifier	Description
1	TT	<b>Constant of 06</b>
2	KKKKKKKKKKKKKK	<b>Identification Number:</b> Right justified and zero filled on the left. Primary taxpayer SSN
3	GG	<b>Identification Number Type:</b> Value is 02
4	JJJJ	<b>Taxpayer Intention Code:</b> “00001” = Single Filing “00002” = Joint Filing “00003” = Married Filing Separate If there is a single Social Security number and single taxpayer’s name, this field must be ‘00001’.  If there are two Social Security numbers and there are taxpayer and spouse names, this field must be ‘00002’.  If there are two Social Security numbers but only one taxpayer name, this field must be ‘00003’.
5	VVV	<b>Form Type:</b> Individual Income Tax = 011
6	LLLLLLLL	<b>Return Period End Date:</b> (MMDDYYYY)
7	CC	<b>Mod 11 Check digit</b>

## **Check Digit Calculations**

The MOD 11 check digit routine for DOR is as follows:

### **Scanline Type 08** (1<sup>st</sup> two digits are "08"):

Using the 37 scanline digits, other than the check digit, pair each digit with a sequential multiplier between 1 and 9. The first digit is multiplied by 1, the second by 2, etc. until you get to 9. After nine, the next digit is multiplied by 1, restarting the sequence. Next, the results of those multiplications are added together. Finally, the sum of those results is divided by 11 and the check digit is the remainder. It will always be between 00 and 10. The check digit must always be a 2-digit number, zero fill to the left of the numbers 0 through 9.

### **Scanline 08**

The final two digits are calculated from the first 37 digits:

Scanline Number 0812345678900010502529291223405202020

Position Number X1234567891234567891234567891234567891

0	X	1	=	0
8	X	2	=	16
1	X	3	=	3
2	X	4	=	8
3	X	5	=	15
4	X	6	=	24
5	X	7	=	35
6	X	8	=	48
7	X	9	=	63
8	X	1	=	8
9	X	2	=	18
0	X	3	=	0
0	X	4	=	0
0	X	5	=	0
1	X	6	=	6
0	X	7	=	0
5	X	8	=	40
0	X	9	=	0
2	X	1	=	2
5	X	2	=	10
2	X	3	=	6
9	X	4	=	36
2	X	5	=	10
9	X	6	=	54
1	X	7	=	7
2	X	8	=	16
2	X	9	=	18
3	X	1	=	3
4	X	2	=	8
0	X	3	=	0
5	X	4	=	20
2	X	5	=	10
0	X	6	=	0
2	X	7	=	14
0	X	8	=	0
2	X	9	=	18
0	X	1	=	0
				516

The final two digits of the scanline make up the check digit. The check digit for Scanline 08 is calculated from the first **37** digits of the scanline. Digit one is multiplied by 1. Digit two is multiplied by 2. The pattern continues through digit nine. Then the multipliers start over at 1. This pattern is repeated until all 37 digits have been multiplied. Then the results of those calculations are summed. In this case the sum is 516.

$516 / 11 = 47 \text{ R}8$ . The **check digit is 10**.

516 divided by 11 equals 46, remainder of 10.

**The remainder is the check digit, digits 38 & 39.**

Complete scanline: 081234567890001050252929122340520202010

**Scanline Type 06** is calculated in the same manner as the 08 scanline but using the first 33 of the 35 characters. Digits 34-35 are the check digit.

**Scanline 06**

The final two digits are calculated from the first 33 digits:

Scanline Number      060000400004004020000301112312020 Multiplier  
 X123456789123456789123456789123456

0	X	1	=	0
6	X	2	=	12
0		3	=	0
	X			
0		4	=	0
	X			
0		5	=	0
	X			
0		6	=	0
	X			
4		7	=	28
	X			
0		8	=	0
	X			
0		9	=	0
	X			
0		1	=	0
	X			
0		2	=	0
	X			
4		3	=	12
	X			
0		4	=	0
	X			
0		5	=	0
	X			
4		6	=	24
	X			
0		7	=	0
	X			
2		8	=	16
	X			
0		9	=	0
	X			
0		1	=	0
	X			
0		2	=	0
	X			
0		3	=	0
	X			
3		4	=	12
	X			
0		5	=	0
	X			
1		6	=	6
	X			

The final two digits of the scanline make up the check digit. The check digit for Scanline 06 is calculated from the first **33** digits of the scanline. Digit one is multiplied by 1. Digit two is multiplied by 2. The pattern continues through digit nine. Then the multipliers start over at 1. This pattern is repeated until all 33 digits have been multiplied. Then the results of those calculations are summed. In this case the sum is 164.

164/ 11 = 19 R1, the **check digit is 10**.

164 divided by 11 equals 14, remainder of 10. **The remainder is the check digit**, which must print at the end of the scanline.

Complete Scanline: 06000040000400402000030111231202010

1	X	7	=	7
1	X	8	=	8
2	X	9	=	18
3	X	1	=	3
1	X	2	=	2
2	X	3	=	6
0	X	4	=	0
2	X	5	=	10
0	X	6	=	0
				164

## **Standards for All Voucher Sized Documents**

### **Form Size**

3.6667 in x 8.5 in, 1/3 of an 8.5 x 11 sheet, preferred to be the bottom one third of the page.

### **Replica Form Evaluation**

Variations in font definitions may result in variations in character spacing. It is strongly recommended that Indiana Department of Revenue (DOR) samples be used as an Adobe Pro overlay on PDF versions of the developer's forms. Text and data placement should be verified before submitting the form to DOR.

### **Sizing**

Users of your software must be instructed to avoid shrinking forms when printing. Printers must produce print at 100%, not "shrink to fit" or "reduce to fit page." These options change the placement of critical data.

### **Detachment Instructions**

Above the top of the coupon software developers will need to print "Cut on line before mailing."

### **Fold and Cut Line**

Software developers print dashed cut line. Thickness of cut line should be 0.75 pt.



### **Formatting Variables**

See separate Due Date document.

### **Return Address**

Return address barcodes are not needed on forms generated from software developer programs.

### **Remittance Amount**

1. Remittance amount sits on a line 1-1/6 inches from the bottom edge of the form and ends 1/2 inch from the right edge of the form.
2. The field prints in OCR-A EXTENDED (or OCR-A) 12-point font.
3. A decimal point must separate dollars and cents.
4. The amount is right-justified and zero suppressed on the left.
5. No commas should be printed.
6. Location and formatting of this field are critical for DOR's high-speed processing. Example:  
99999999.99  
999.99 .99

### **Other Dollar Amounts**

1. Other dollar amounts must print in Courier New 12-point font.
2. Amount should be right justified.
3. No commas should be printed.
4. Decimal points must separate dollars from cents.
5. Negative amounts should be expressed using a negative sign/dash to the left of the number.

### **OCE-A Extended Scanline**

The scanline must sit on a line 1/2 inch from the bottom of the form. The final digit in scanline must end 1/2 inch from the right edge of the form.

### **NACTP Code**

Software vendors should print their vendor code without parentheses. i.e. "1234". This code is assigned by the National Association of Computerized Tax Processors (NACTP).

Note: PFC-IND and the PFC-COR are the **only** vouchers that use NACTP code in upper right corner.